



Request for USF ID Card for Contractor and Vendors

Instructions

Please provide the information requested below. Any Contractor or Vendor receiving a USF ID Card must be sponsored by a current USF employee, staff or faculty, who is responsible for requesting card-based services for the cardholder.

The Contractor or Vendor should return the completed form to the One Card Office (Campion Hall, Room A2) for approval and processing, and must be present to obtain their USF ID Card. The USF ID Card may be printed at the time this form is submitted only if the form is completed in full.

Sponsoring Employee Information: (please print or type)

Last Name	First Name	RCN on USF ID Card
Title		Office/Department
Work Phone	USF email	Campus Address

USF ID Cards Requested for: (please print or type)

Last Name	First Name	Company Name	Valid From:	Valid To:
One Card Services Requested			PIK Value	
Last Name	First Name	Company Name	Valid From:	Valid To:
One Card Services Requested			PIK Value	
Last Name	First Name	Company Name	Valid From:	Valid To:
One Card Services Requested			PIK Value	

Signatures

I certify that the person/persons listed above is/are Contractors/Vendors working at USF under my supervision.

Employee (Staff or Faculty) Signature

Date